

Ref.: MC/COP4/2021/49

Geneva, 28 July 2021

Subject: Invitation to the online segment of the fourth meeting of the Conference of Parties of the Minamata Convention on Mercury (1–5 November 2021)

Dear Sir/Madam,

I have the pleasure to invite you to the online segment of the fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury (COP-4). As was agreed by the COP-4 Bureau and communicated to parties and stakeholders on [30 April 2021](#), the first segment of COP-4 will be held online from 1 to 5 November 2021. The second segment will take place in person in the first quarter of 2022 in Bali, Indonesia. The dates of the in-person segment are subject to confirmation by a decision of the Conference of the Parties at its online segment in November 2021. Invitation letters for the in-person segment will be sent in due course. The provisional agenda for COP-4 is attached as Annex I to this letter.

A limited number of agenda items will be considered during the online segment, namely the Convention's programme of work and budget for the 2022–2023 biennium and three other time-sensitive items. Annex II to this letter contains the tentative schedule for the online segment as agreed on by the COP-4 Bureau. During the in-person segment, the Conference of the Parties will consider and/or resume consideration of all remaining agenda items on the provisional agenda for COP-4.

The working languages of COP-4 will be Arabic, Chinese, English, French, Russian and Spanish. Official documents and information on practical arrangements will be posted on the Convention website mercuryconvention.org as they become available.

As per paragraph 6 of Article 23 of the Minamata Convention, any body or agency, whether national or international, governmental or non-governmental, that is qualified in matters covered by the Convention and has informed the secretariat of its wish to be represented at a meeting of the Conference of the Parties as an observer may be admitted unless at least one third of the Parties present object.

If your Organization wishes to attend the fourth meeting of the Conference of the Parties, pre-registration for each participant should be submitted at your earliest convenience and no later than 1 October 2021. An online platform for pre-registration will be made available on 1 August 2021 at mercuryconvention.org. The plenary sessions of the online segment of COP-4 will take place on the Interprefy platform. To ensure that the platform functions well during the plenary sessions, all delegations and accredited organizations will be required to identify one spokesperson who may take the floor, while other representatives will be directed to participate in the meeting through the live stream link.

Organizations who were approved to participate in the first, second and third meetings of the Conference of the Parties do not need to resubmit their application for admission (the list of these organizations can be found in documents UNEP/MC/COP.1/INF/16, UNEP/MC/COP.2/INF/and UNEP/MC/COP.3/INF/27 available at mercuryconvention.org).

Other Organizations should submit to the secretariat by e-mail: MEA-MinamataMeetings@un.org, at least two months prior to the opening of the meeting, an application for admission as an observer at meetings of the Conference of the Parties, including information demonstrating it is qualified in matters covered by the Convention. The secretariat will screen the applications to check their completeness and conformity with the

requirements of the Convention. Successful applications will be submitted to the fourth meeting of the Conference of the Parties. Further information with regard to the participation of observers in meetings of the Conference of the Parties may be found at: mercuryconvention.org/Meetings/Observers.

For further information on the meeting, please send an email to MEA-MinamataMeetings@un.org or consult the [meeting website](#).

We look forward to the participation of your organisation in this important meeting as part of your continuing commitment to making mercury history.

Sincerely,



Monika Stankiewicz
Executive Secretary

To: Intergovernmental organizations
Non-governmental organizations having participated in the first, second and third meetings of the Conference of the Parties to the Minamata Convention on Mercury.

Annex I

Provisional agenda

1. Opening of the meeting.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Organization of work;
 - (c) Election of officers for the intersessional period and the fifth meeting of the Conference of the Parties;
 - (d) Report on the credentials of representatives to the fourth meeting of the Conference of the Parties.
3. Rules of procedure for the Conference of the Parties: consideration of rule 45.
4. Matters for consideration or action by the Conference of the Parties:
 - (a) Mercury-added products and manufacturing processes in which mercury or mercury compounds are used:
 - (i) Review of annexes A and B;
 - (ii) Information on dental amalgam;
 - (iii) Customs codes;
 - (iv) Proposals for amendments to annexes A and B;
 - (b) Artisanal and small-scale gold mining;
 - (c) Releases of mercury;
 - (d) Mercury waste: consideration of the relevant thresholds;
 - (e) Financial resources and mechanism:
 - (i) Global Environment Facility;
 - (ii) Specific International Programme to Support Capacity-Building and Technical Assistance;
 - (iii) Review of the financial mechanism;
 - (f) Capacity-building, technical assistance and technology transfer;
 - (g) Implementation and Compliance Committee;
 - (h) National reporting;
 - (i) Effectiveness evaluation;
 - (j) Secretariat;
 - (k) Financial rules;
 - (l) Gender.
5. International cooperation and coordination.
6. Programme of work and budget.
7. Dates of the resumed fourth meeting of the Conference of the Parties; venue and dates of the fifth meeting of the Conference of the Parties.
8. Other matters.
9. Adoption of the report of the meeting.
10. Closure of the meeting.

Annex II

Tentative schedule for the online segment of COP-4 (1–5 November 2021) agreed on by the COP-4 Bureau

The online segment of COP-4 will comprise five days of online sessions, including three days of plenary sessions with interpretation in the six official languages of the United Nations. The plenary sessions on Monday, 1 November and Friday, 5 November will last up to four hours, while the session on Wednesday, 3 November will last up to two hours. Provision will be made for a contact group on the programme of work and budget to meet (working in English, with no interpretation) on Tuesday, 2 November and Thursday, 4 November. At the end of the plenary session of Friday, 5 November, the meeting will be adjourned until the start of the in-person segment. Following is the tentative schedule for the online segment agreed on by the COP-4 Bureau.

COP-4.1	Monday, 1 November	Tuesday, 2 November	Wednesday, 3 November	Thursday, 4 November	Friday, 5 November
4-hour session on 1 and 5 Nov. 2021 2-hour session on 3 Nov. 2021	Item 1: Opening of the meeting	<i>Contact group on POW/budget (English only)</i>		<i>Contact group on POW/budget (English only)</i>	<i>Consideration of the outcome of the contact group on POW/budget</i>
	Item 2: Organizational matters (a) Adoption of the agenda (b) Organization of work (d) Report on the credentials of representatives to the meeting		Item 7: Dates of the resumed fourth meeting; venue and dates of the fifth meeting of the Conference of the Parties		
	Item 6: Programme of work and budget		Item 4: Matters for consideration and/or action by the Conference of the Parties (h) National reporting		Item 9: Adoption of the report of the meeting
	Item 4: Matters for consideration or action by the Conference of the Parties (i) Effectiveness evaluation		(e) Financial resources and mechanisms (i) Global Environment Facility		Item 10: Adjournment of the meeting

The tentative schedule above provides for selected agenda items and sub-items to be considered during the online segment. The agenda items for the in-person resumed meeting are set out below. All agenda items on the provisional agenda of COP-4 are to be considered at the resumed meeting.

Item 1: Opening of the meeting

Item 2: Organizational matters

Item 3: Rules of procedure for the Conference of the Parties: consideration of rule 45

Item 4: Matters for consideration or action by the Conference of the Parties

Note: All items from (a) to (l)

Item 5: International cooperation and coordination

Item 6: Programme of work and budget

Item 7: Dates of the resumed fourth meeting of the Conference of the Parties; venue and dates of the fifth meeting of the Conference of the Parties

Item 8: Other matters

Item 9: Adoption of the report of the meeting

Item 10: Closure of the meeting